

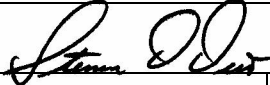


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|---|--|---------------------------|
| FY08-SATOP-005                          | <b>PROGRAM BULLETINS</b>                           | Effective Date:<br>9/1/07 |
| <input checked="" type="checkbox"/> New | <input type="checkbox"/> Supersedes Info Memo No : | Number of Pages: 6        |

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|---|--|---|---|
|  | <b>SATOP BULLETIN</b>  |   |  |
|   | <b>Subject:</b> Standard Means Test Application and Interpreting Service Billing Change                            |   |   |
|   | <b>SATOP Manager Signature:</b>  |   |   |
| <b>Bulletin Number:</b> 07-05   | <b>New:</b> <input checked="" type="checkbox"/>  | <b>Revision of Previous:</b> <input type="checkbox"/> | <b>Effective Date:</b> 9/1/07   |
| <b>Note:</b> N/A  |  |   | <b>Number of Pages:</b> 6   |

### 1. Affected Programs:

1.1. WIP, CIP, YCIP and SROP.

### 2. Purpose:

- 2.1. A change was implemented in CIMOR on September 1, 2007, that addresses the Standard Means Test requirement for consumers who receive Alternative Language Interpreting and simplifies the billing process associated with this service. This bulletin will explain the changes that are associated with this modification to CIMOR.
- 2.2. Prior to the implementation of CIMOR, Alternative Language Interpreting (POS service code 80302W) was included as a service under a SATOP service category. When CIMOR was implemented, Alternative Language Interpreting (procedure code T1013 59) was assigned a service category that was separate from SATOP service categories. When the Standard Means Test was applied, and if it determined that the consumer had an ability to pay, the financial responsibility changed if the consumer received Alternative Language Interpreting services. In order to rectify this issue and simplify the billing process, Alternative Language Interpreting will again be a service under the SATOP service categories.
- 2.3. The Deaf/Hard of Hearing Interpreting (procedure code T1013) will remain in a separate service category identified as ADA Interpreting Services

### 3. Action:

- 3.1. SATOP EXCEPTION – Because SATOP referrals are: (1) governed by the court system; (2) programs are relatively short term; and (3) total fees and costs are primarily predetermined, an exception is made for SATOP in how the Standard Means Test (SMT) is applied. The SMT is applied once per program assignment (except for approved “no fee” transfers).

- 3.2. PROGRAM FEE AND SMT – The SATOP Program Fee ranges from \$150 up to the consumer’s SMT monthly amount (which could be Full Pay). In CIMOR, the SATOP Program Fee is stored in Benefits and Eligibility as an Other Payer. This amount is deducted from the provider’s invoice. The following criteria are used to determine the Program Fee amount:
- 3.2.1. If the SATOP Provider is the owner of the SMT and the consumer is not assigned to another non-SATOP program with that provider, the SATOP Program Fee (other payer amount) is \$150 or the SMT monthly amount, whichever is greater.
  - 3.2.2. If the SATOP Provider is not the owner of the SMT, the SATOP Program Fee (other payer amount) is \$150.
  - 3.2.3. If the SATOP Provider is the owner of the SMT and the consumer is assigned to another non-SATOP program with that provider, the SATOP Program Fee (other payer amount) is \$150, and the SMT is applied only toward the non-SATOP services. Therefore, the Program Fee is paid in addition to any SMT amount that may be due for non-SATOP services.
  - 3.2.4. If the SMT is marked as “Full Pay”, all of the SATOP services will be charged to the consumer and deducted from the provider’s invoice. The SATOP Fee-Full Pay amount will show as “0”.
    - 3.2.4.1. When a consumer chooses to waive the SMT, it shall be clearly documented and validated by the consumer’s signature. The waiver shall be in effect for the duration of the associated program assignment.
    - 3.2.4.2. Funding for Deaf/Hard of Hearing Interpreting services will still be provided by the Division of Alcohol and Drug Abuse for consumers that elect “Full Pay” status.
  - 3.2.5. Refer to Table 1: SATOP WIP/CIP CONSUMER PAY SUMMARY for examples of program fee determination and consumer pay amounts for various situations based on the above criteria.

**NOTE**

*CIMOR adjusts claims and invoices regarding consumer pay amounts automatically. When entering billing services in CIMOR the provider need only enter SMT data (when required) and enter encounters in accordance with standard CIMOR operating procedures. There is no need for providers to make any changes in the way they enter encounters based on consumer pay amounts. The summary is meant to help SATOP providers prevent unnecessary revenue losses by better understanding consumer financial obligations.*

- 3.3. SATOP FUNDING – SATOP is designed to be primarily a self-sustaining entity. Funds received in the form of supplemental fees, assessment screening fees, program fees and the

consumer's ability to pay (SMT) are deposited in a Mental Health Earnings Fund account. These funds are used to pay SATOP providers for services rendered.

- 3.3.1. To comply with the Americans with Disabilities Act, the Division of Alcohol and Drug Abuse will continue to fund Deaf/Hard of Hearing Interpreting Services (procedure code T1013) for qualifying individuals. It is billed under the service category ADA Interpreting Services.

#### **4. End of Bulletin**

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|   | Agency   | Owns SMT | SMT Amount | Program Assigned | Program Time Period | SMT Applied Services | SATOP Program Fee | Program Services | Consumer Pays** | Total Consumer Pays** | Notes  |
|---|----------|----------|------------|------------------|---------------------|----------------------|-------------------|------------------|-----------------|-----------------------|--|
| 1 | Agency A | Yes      | \$200.00   | ADA WIP          | Month 1             | Yes                  | \$200.00          | \$427.69         | \$200.00        | \$200.00              | Rule 3.2.1 applies. Since the provider owns SMT and the SMT is greater than \$150, the SATOP program fee equals the SMT.   |
| 2 | Agency A | No       | \$200.00   | ADA WIP          | Month 1             | No                   | \$150.00          | \$427.69         | \$150.00        | \$150.00              | Rule 3.2.2 applies. Since the provider does not own the SMT the SATOP program fee is \$150.  |
| 3 | Agency A | Yes      | \$75.00    | ADA WIP          | Month 1             | Yes                  | \$150.00          | \$427.69         | \$150.00        | \$150.00              | Rule 3.2.1 applies. Since the provider owns SMT and the SMT is less than \$150, the SATOP program fee is \$150.  |
| 4 | Agency A | No       | \$75.00    | ADA WIP          | Month 1             | No                   | \$150.00          | \$427.69         | \$150.00        | \$150.00              | Rule 3.2.2 applies. Since the provider does not own the SMT the SATOP program fee is \$150.  |
| 5 | Agency A | Yes      | \$200.00   | ADA PR+          | Month 1             | Yes                  | N/A               | \$375.00         | \$200.00        | \$550.00              | Rule 3.2.3 applies. The provider owns SMT but the consumer is assigned to another (Non-SATOP) program with that provider; therefore, the SATOP program fee is \$150. |
|   |          |          |            |                  | Month 2             | Yes                  | N/A               | \$456.00         | \$200.00        |                       |  |
|   |          |          |            | ADA WIP          | Month 1             | No                   | \$150.00          | \$427.69         | \$150.00        |                       |  |
| 6 | Agency A | No       | \$200.00   | ADA PR+          | Month 1             | No                   | N/A               | \$375.00         | \$0.00          | \$150.00              | Rule 3.2.2 applies. Since the provider does not own the SMT the SATOP program fee is \$150.  |
|   |          |          |            |                  | Month 2             | No                   | N/A               | \$456.00         | \$0.00          |                       |  |
|   |          |          |            | ADA WIP          | Month 1             | No                   | \$150.00          | \$427.69         | \$150.00        |                       |  |
| 7 | Agency A | Yes      | \$100.00   | ADA PR+          | Month 1             | Yes                  | N/A               | \$375.00         | \$100.00        | \$350.00              | Rule 3.2.3 applies. The provider owns SMT but the consumer is assigned to another (Non-SATOP) program with that provider; therefore, the SATOP program fee is \$150. |
|   |          |          |            |                  | Month 2             | Yes                  | N/A               | \$456.00         | \$100.00        |                       |  |
|   |          |          |            | ADA WIP          | Month 1             | No                   | \$150.00          | \$427.69         | \$150.00        |                       |  |
| 8 | Agency A | No       | \$100.00   | ADA PR+          | Month 1             | No                   | N/A               | \$375.00         | \$0.00          | \$150.00              | Rule 3.2.2 applies. Since the provider does not own the SMT the SATOP program fee is \$150.  |
|   |          |          |            |                  | Month 2             | No                   | N/A               | \$456.00         | \$0.00          |                       |  |
|   |          |          |            | ADA WIP          | Month 1             | No                   | \$150.00          | \$427.69         | \$150.00        |                       |  |
| 9 | Agency A | Yes      | \$100.00   | ADA PR+          | Month 1             | Yes                  | N/A               | \$375.00         | \$100.00        | \$350.00              | Rule 3.2.2 applies. Since the SATOP provider (Agency B) does not own the SMT the SATOP program fee is \$150.   |
|   |          |          |            | Month 2          | Yes                 | N/A                  | \$456.00          | \$100.00         |                 |                       |  |
|   | Agency B | No       | N/A        | ADA WIP          | Month 1             | No                   | \$150.00          | \$427.69         | \$150.00        |                       |  |

Table 1: SATOP WIP/CIP CONSUMER PAY SUMMARY

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|    | Agency   | Owns SMT | SMT Amount | Program Assigned | Program Time Period | SMT Applied Services | SATOP Program Fee | Program Services | Consumer Pays** | Total Consumer Pays** | Notes   |
|----|----------|----------|------------|------------------|---------------------|----------------------|-------------------|------------------|-----------------|-----------------------|---|
| 10 | Agency A | No       | N/A        | ADA PR+          | Month 1             | No                   | N/A               | \$375.00         | \$0.00          | \$150.00              | Rule 3.2.1 applies. Since the SATOP provider (Agency B) owns SMT and the SMT is less than \$150, the SATOP program fee is \$150.  |
|    |          |          |            |                  | Month 2             | No                   | N/A               | \$456.00         | \$0.00          |                       |   |
|    | Agency B | Yes      | \$100.00   | ADA WIP          | Month 1             | Yes                  | \$150.00          | \$427.69         | \$150.00        |                       |   |
| 11 | Agency A | Yes      | \$200.00   | ADA PR+          | Month 1             | Yes                  | N/A               | \$375.00         | \$200.00        | \$550.00              | Rule 3.2.2 applies. Since the SATOP provider (Agency B) does not own the SMT the SATOP program fee is \$150.  |
|    |          |          |            |                  | Month 2             | Yes                  | N/A               | \$456.00         | \$200.00        |                       |   |
|    | Agency B | No       | N/A        | ADA WIP          | Month 1             | No                   | \$150.00          | \$427.69         | \$150.00        |                       |   |
| 12 | Agency A | No       | N/A        | ADA PR+          | Month 1             | No                   | N/A               | \$375.00         | \$0.00          | \$200.00              | Rule 3.2.1 applies. Since the SATOP provider (Agency B) owns SMT and the SMT is greater than \$150, the SATOP program fee equals the SMT.                                   |
|    |          |          |            |                  | Month 2             | No                   | N/A               | \$456.00         | \$0.00          |                       |   |
|    | Agency B | Yes      | \$200.00   | ADA WIP          | Month 1             | Yes                  | \$200.00          | \$427.69         | \$200.00        |                       |   |
| 13 | Agency A | Yes      | \$200.00   | ADA CIP          | Month 1             | Yes                  | \$200.00          | \$418.00         | \$200.00        | \$200.00              | Rule 3.2.1 applies. Since the provider owns SMT and the SMT is greater than \$150, the SATOP program fee equals the SMT.  |
|    |          |          |            |                  | Month 2             | Yes                  |                   | \$418.33         | \$0.00          |                       |   |
| 14 | Agency A | No       | \$200.00   | ADA CIP          | Month 1             | No                   | \$150.00          | \$418.00         | \$150.00        | \$150.00              | Rule 3.2.2 applies. Since the provider does not own the SMT the SATOP program fee is \$150.   |
|    |          |          |            |                  | Month 2             | No                   |                   | \$418.33         | \$0.00          |                       |   |
| 15 | Agency A | Yes      | \$100.00   | ADA CIP          | Month 1             | Yes                  | \$150.00          | \$418.00         | \$150.00        | \$150.00              | Rule 3.2.1 applies. Since the provider owns SMT and the SMT is less than \$150, the SATOP program fee is \$150.   |
|    |          |          |            |                  | Month 2             | Yes                  |                   | \$418.33         | \$0.00          |                       |   |
| 16 | Agency A | No       | \$100.00   | ADA CIP          | Month 1             | No                   | \$150.00          | \$418.00         | \$150.00        | \$150.00              | Rule 3.2.2 applies. Since the provider does not own the SMT the SATOP program fee is \$150.   |
|    |          |          |            |                  | Month 2             | No                   |                   | \$418.33         | \$0.00          |                       |   |
| 17 | Agency A | No       | N/A        | ADA PR+          | Month 1             | No                   | N/A               | \$375.00         | \$0.00          | \$200.00              | Rule 3.2.3 applies. Since the SATOP provider (Agency B) owns SMT and the SMT is greater than \$150, the SATOP program fee equals the SMT.                                   |
|    |          |          |            |                  | Month 2             | No                   | N/A               | \$456.00         | \$0.00          |                       |   |
|    | Agency B | Yes      | \$200.00   | ADA CIP          | Month 1             | Yes                  | \$200.00          | \$418.00         | \$200.00        |                       |   |
|    |          |          |            |                  | Month 2             | Yes                  | N/A               | \$418.33         | \$0.00          |                       |   |
| 18 | Agency A | Yes      | \$200.00   | ADA PR+          | Month 1             | Yes                  | N/A               | \$375.00         | \$200.00        | \$550.00              | Rule 3.2.2 applies. The SATOP provider (Agency B) is not the SMT owner; therefore, Month 1 consumer pays the SATOP program fee (\$150) plus SMT for Months 1-2 at Agency A. |
|    |          |          |            |                  | Month 2             | Yes                  | N/A               | \$456.00         | \$200.00        |                       |   |
|    | Agency B | No       | N/A        | ADA CIP          | Month 1             | No                   | \$150.00          | \$418.00         | \$150.00        |                       |   |
|    |          |          |            |                  | Month 2             | No                   | N/A               | \$418.33         | \$0.00          |                       |   |

Table 1: SATOP WIP/CIP CONSUMER PAY SUMMARY

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|           | Agency   | Owns SMT | SMT Amount | Program Assigned | Program Time Period | SMT Applied Services | SATOP Program Fee | Program Services | Consumer Pays** | Total Consumer Pays** | Notes   |
|-----------|----------|----------|------------|------------------|---------------------|----------------------|-------------------|------------------|-----------------|-----------------------|---|
| <b>19</b> | Agency A | No       | N/A        | ADA PR+          | Month 1             | No                   | N/A               | \$375.00         | \$0.00          | \$200.00              | Rule 3.2.1 applies. Since the SATOP provider (Agency B) owns SMT and the SMT is greater than \$150, the SATOP program fee equals the SMT. |
|           |          |          |            |                  | Month 2             | No                   | N/A               | \$456.00         | \$0.00          |                       |   |
|           | Agency B | Yes      | \$200.00   | ADA CIP          | Month 1             | Yes                  | \$200.00          | \$418.00         | \$200.00        |                       |   |
|           |          |          |            |                  | Month 2             | Yes                  | N/A               | \$418.33         | \$0.00          |                       |   |
| <b>20</b> | Agency A | Yes      | \$200.00   | ADA PR+          | Month 1             | Yes                  | N/A               | \$375.00         | \$200.00        | \$550.00              | Rule 3.2.2 applies. Since the SATOP provider (Agency B) does not own the SMT the SATOP program fee is \$150.                              |
|           |          |          |            |                  | Month 2             | Yes                  | N/A               | \$456.00         | \$200.00        |                       |   |
|           | Agency B | No       | N/A        | ADA CIP          | Month 1             | No                   | \$150.00          | \$418.00         | \$150.00        |                       |   |
|           |          |          |            |                  | Month 2             | No                   | N/A               | \$418.33         | \$0.00          |                       |   |

\*\*CIMOR adjusts claims and invoices regarding consumer pay amounts automatically; thus, organizations should bill as previously instructed. This summary is meant to help determine how much money is collected from consumers.

Table 1: SATOP WIP/CIP CONSUMER PAY SUMMARY